



MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

Sachi A. Hamai, Executive Officer-
Clerk of the Board of Supervisors
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

At its meeting held May 1, 2007, the Board took the following action:

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Supervisor Antonovich made the following statement:

“Los Angeles County has a history of commitment to attracting, developing, and retaining a skilled and diverse workforce. With the Internet providing access to more information and resources at dramatically lower costs, the Department of Human Resources (DHR), through its Job Opportunities website, provides access to job bulletins for job searchers all over the world. In fiscal year 2006-2007, 4,958 new positions were authorized, with the bulk of job vacancies being displayed on the Job Opportunities website for *new entrants to the County workforce*. Although the website has undergone 13 revisions since its implementation in 2003, additional improvements could make the Job Opportunities website even more accessible and user-friendly.

“Current deficiencies include the following:

- The Job Opportunities web link is not clearly labeled on the Los Angeles County homepage;
- Individual job bulletins on the site still refer to only submitting paper, rather than electronic applications;
- All individual job bulletins do not have active links to the Los Angeles County Job Application;
- The web link to the Job Application is not clearly labeled/accessible on the DHR website;
- Applicants do not receive *immediate* confirmation of whether their application has been received;
- Applicants cannot search by amount of experience required or other fields for each job bulletin.

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“Improvements to the Job Opportunities website would inevitably draw in a larger pool of applicants, and make Los Angeles County more competitive when attracting the best and brightest employees. Not only will this improve the application process for applicants, but these changes can reduce County time and costs by streamlining the application process.

“Moreover, once an applicant has successfully navigated the website, it can take up to a year for a job to actually be offered by a County department. By then, many of the best candidates have already accepted employment elsewhere.

“In order to remain competitive, the County must develop a comprehensive recruitment and selection process that is streamlined and effective. This process must incorporate an improved Job Opportunities website.”

Therefore, on motion of Supervisor Antonovich, seconded by Supervisor Yaroslavsky unanimously carried, the Chief Administrative Officer and the Director of Personnel were directed to:

1. Report back to the Board within 30 days on a plan to increase the accessibility and effectiveness of the County Job Opportunities search website; and
2. Develop a plan for a streamlined job application, review and selection process; and report back to the Board within 60 days.

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Copies distributed:

Each Supervisor
Chief Administrative Officer
County Counsel
Director of Personnel